



# Montana Officials Association

MHSA 1 South Dakota Avenue Helena, MT 59601 406-442-6010 Fax 406-442-8250

August 2025

**TO: MOA VOLLEYBALL OFFICIALS**  
**FROM: KIP RYAN, SENIOR ASSOCIATE DIRECTOR**  
**RE: VOLLEYBALL STUDY CLUBS**

This packet contains the six study clubs that will help you prepare for the 2025-26 season.

Below is the study club regulation as it appears in the [MOA Handbook](#):

"If a MOA member's employment prevents him/her from attending study clubs, the official may receive credit for attendance if he/she complies as follows:

1. Make prior arrangements with the Regional Director or head of the pool.
2. Complete and present the study club outlines to the Regional Director or head of the pool **in advance** of the meeting he/she will miss.
3. Request an exception from the MOA office for certain military actions or other extenuating circumstances.
4. An official whose employment requires him/her to be away from home during the week may attend study clubs at an alternate pool location if he/she receives permission from the regional director(s) and the MOA Commissioner.
5. Study clubs can be administered, with the approval of the regional director, via real-time interactive video conferencing (which includes, but is not limited to FaceTime and Skype).

Study club #2, is the NFHS 2025-26 Volleyball Exam Part II, which will help as a more thorough review of the rules. As a pool if you wish to break this exam up and cover it in smaller chunks that would be fine. Those unable to attend this study club are asked to complete the exam and send it to their pool coordinator who will score it and return it.

We sincerely hope that these study clubs are a challenging tool that you will use in your best interest and the best interest of the coaches and players. Remember to give the finished study clubs to your Regional Director before December 1, 2025, so he/she can complete your evaluation. **Do not send your study clubs to the MHSA office.** If they are not evaluated and approved by your regional director on time, you could lose your rating.

Please contact us if you have any ideas to improve the format or content of these study clubs.

As another year is set to begin, we wish you the best in your officiating endeavors, and we appreciate the work that you do for Montana's youth activities.

KR/ab  
Enclosures

**MONTANA OFFICIALS' ASSOCIATION  
VOLLEYBALL STUDY CLUB OUTLINES  
2025-2026  
LESSON #1**

NAME \_\_\_\_\_

CLUB \_\_\_\_\_

DATE \_\_\_\_\_

Preferably use before the season's first match.

- I. Review the August's Official Word and the MOA Handbook.
  
- II. Discuss any issues/concerns/ideas prompted by August's MOA/MHSA Rules' Clinic. Reminder: All MOA officials need to view and upload the rules clinic completion certification to Dragonfly. Renewed officials must complete the clinic no later than the specified date and all officials must have the requirement completed to officiate a MHSA Member school varsity contest. See the MOA section of the MHSA website at [MOA Information - Click Here](#) for all MOA information.
  
- III. Review the new (bolded) areas of the MOA Handbook. Be aware of major revisions in your sport(s) that affect you.
  
- IV. MOA Handbook Changes and reminders for 2024-25 are as follows:
  1. Mileage has increased to **\$.70** cents per mile this year. Per diem for each official has increased to **\$.16** cents per mile. So, the driver, for a regular season match, would receive **\$.86** cents per mile while the rider official would receive **\$.16** cents per mile.
  2. The per diem allowance for **invitational/regular season tournaments** is \$.16 per mile or \$20 per day, whichever is greater, if the official does not stay overnight, and \$30 per day if the official does stay overnight. Officials working in their home city/pool site receive no travel allowance but will receive a \$10.00 per diem allowance per day if they work more than 2 games in the same facility.
  3. No warmup activities will be allowed in the vicinity of the main playing floor at any time while any volleyball match is in progress. Invitational and dual tournaments would be excluded from this rule. Clarification: If there are two volleyball matches being played in the same gym on two separate floors at the same time, followed by two more matches played in that gym on two separate floors at the same time, the above MHSA volleyball rule would not apply in this situation. The matches would be treated like invitational and dual tournaments and excluded from this MHSA volleyball warm-up rule. This will facilitate matches staying on the time schedule. Violations of this MHSA rule should be reported to the MHSA office.
  4. When an MOA official is assigned to line judge a MHSA contest at all levels for any classification, they shall be paid \$25.00 per match.
  5. Reminder for the MHSA Volleyball post season play, the **Baden Lexum Comp VX450c-210 red/white/navy blue microfiber composite volleyball** will be used for all post season play. For regular season play, a solid white volleyball **may** be used. If a colored volleyball is used for regular season play, it can only be a red/white/navy blue colored volleyball. For both post season and regular season play, any volleyball used for all levels of play shall include the NFHS authenticating mark. Please share this information with other appropriate volleyball personnel

V. Reminder the MHSA Executive Board and/or the MOA Regional Directors have approved the following amendments, replacements and additions:

- Approved to allow MOA volleyball officials to either wear the **short sleeved or long sleeved cyan blue polo shirt for the 2024 MHSA Volleyball Season, the R1 and R2 do not have to wear the same length of sleeve in the match they are officiating but must have the same color.**
- All MOA volleyball officials shall wear solid black pants, predominately black colored athletic shoes, but the shoes may have some clear or grey trim or deviate slightly from solid all black and whenever possible, any different color must be dyed or colored over with black, and black socks. All officials must wear an MOA patch or they may have an embroidered patch as long as the embroidered patch is the same style font and size as the MOA patch and has black lettering with a white background on the left breast of the officials' uniform.
  - a) An American flag, if worn, will be on the left shoulder.
  - b) Jewelry, except wedding bands, watches (if necessary), and medical-alert bracelets, shall be worn as it is aligned for athletes per individual sports.**MOA Volleyball Officials who are acting as line judges will be allowed the option of wearing a black coat and/or an cyan blue long sleeved collared polo shirt or an all cyan blue short sleeved collared polo shirt. If officials that line judge wear a black jacket, both officials that line judge must wear the black jacket.**
- Reminder: the standard jacket for volleyball will be: A standard jacket, solid black with rib knit cuffs and collar, full zip or button up, unadorned (except for MOA service pins), is allowed.

**Reminders:**

- **The volleyball prematch conference (with the head coaches and captains) will occur before the twenty (20) minute warm-up clock starts for varsity and fifteen (15) warm-up clock starts for sub varsity.**
- For post season volleyball play, volleyball teams will not be allowed on the playing floor, with volleyballs, until 30 minutes before the start time of the match.
- Pink whistles may be used by officials at contests designated as breast cancer awareness events. Any other uniform modifications for the purpose of supporting a charitable fundraising event must be approved in advance by the MOA Commissioner.
- **If the server serves from the left third of the service area, and encroaches on the line judge's position, the line judge on the serving team's side shall move a few steps to the side in line with the extension of the end line until the ball is contacted for the serve.** See NFHS Volleyball Rule 5-9-2a NOTE:
- During matches, some fans become unruly and school administrators need to be made aware of the potential problem so they can handle it. Officials should not address or visit with fans during a volleyball contest or remove a fan. The "role" of the official is to fairly administer the rules of the match by communicating what they observe using the proper NFHS Volleyball signals. At times fans will disagree with "the call" of an official, when the fan comments become inappropriate the official should notify school administration so they can deal with the fan. If this can be done during a time out or between quarters it is less disruptive to the match, but if it needs to be dealt with right away, the official should stop the match and go to game management for assistance. If officials don't know where game management is they should go to the scorers' table and ask them to assist in finding a school administrator.
- The R1 and the R2 should use all the tools at their disposal. The R1 should not make a call before they look at the R2 or the line judges. Referees just need to slow down and not be in a hurry to make the call and use all the other officials working with them.
- Officials utilizing lodging accommodations provided by the tournament manager may be provided a single room when feasible and at the discretion of the tournament manager.
- The R2 is not allowed to use an electronic device at any time before and during a match.
- NFHS Volleyball Rule 4-2, Legal Uniform, does not prohibit the wearing of an arm sleeve or an arm guard which has padding for the elbows.
- **Concussion: Officials' Responsibilities:**  
**THE MHSA/MOA WILL REQUIRE EACH OFFICIAL TO TAKE THE "NFHS CONCUSSION IN SPORTS – WHAT YOU NEED TO KNOW" COURSE EACH**

**YEAR. THAT COURSE MUST BE TAKEN JUNE 1<sup>ST</sup> OR AFTER FOR THE SUBSEQUENT SCHOOL YEAR AND MUST BE COMPLETED BEFORE OFFICIATING SCRIMMAGES OR CONTESTS. ALSO,** Officials are asked to use their best judgment in observing the signs, symptoms and behaviors of a concussion and other possible serious injuries. If there is a player that exhibits signs and symptoms of an injury, officials will make coaches aware of the injured player and call an injury time out. The official should notify the coach by making the following statement:

“Coach, you need to take a look at this player; he/she is exhibiting signs and symptoms of an injury.”

Once the official notifies the coach, it is now the coach’s responsibility. The official does not need written permission for an athlete to return to play nor does the official need to verify the credentials of the appropriate health-care professional. **THE YOUTH CANNOT RETURN TO PLAY UNTIL THEY ARE EVALUATED BY A LICENSED HEALTH CARE PROFESSIONAL AND RECEIVES WRITTEN CLEARANCE TO RETURN TO PLAY FROM THE LICENSED HEALTH CARE PROFESSIONAL.**

VI. Please review and discuss information found in the **2024 NFHS Volleyball Preseason Guide:**

VII. **Match Format** – please review the following match formats adopted for the 2023-24 volleyball season:

**Varsity** (regular season)

- ✓ Best 3 out of 5 sets to 25 points with no cap (you must win by two points)
- ✓ 5<sup>th</sup> and deciding set to 15 points with no cap (you must win by two points)
- ✓ Two time-outs per set
- ✓ Let serve will be utilized
- ✓ Libero player can be utilized and may serve in one position in the serving order

**Sub-varsity** (regular season)

Best 3 out of 5 sets – sets 1 and 2 to 25 points cap at 30 points – sets 3, 4 and 5 to 15 points cap at 20 points

- ✓ Two time-outs for sets 1 and 2 – One time-out for sets 3, 4 and 5.
- ✓ Let serve will be utilized
- ✓ Libero player can be utilized and may serve in one position in the serving order

**OUTLINE MUST BE SIGNED BY ALL PRESENT AND SENT TO YOUR REGIONAL DIRECTOR BY DECEMBER 1, 2025.**

MONTANA OFFICIALS ASSOCIATION  
VOLLEYBALL STUDY CLUB OUTLINES  
2024-2025  
LESSON #2

NAME \_\_\_\_\_

CLUB \_\_\_\_\_

DATE \_\_\_\_\_

The MHSA/MOA regional directors have required that mechanics be reviewed and covered each year within the study clubs.

**HOW TO USE LINE JUDGE SIGNALS**  
**LINE JUDGE SIGNALS USING FLAGS**



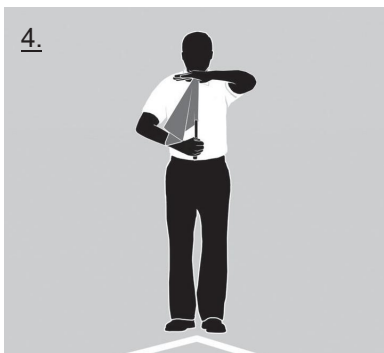
**Inbounds**



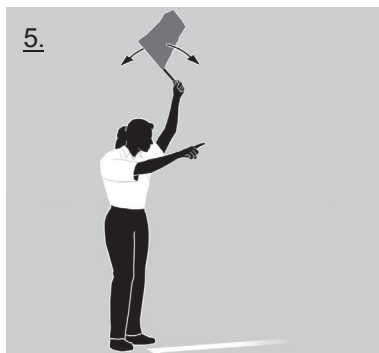
**Out-of-Bounds**



**Obtain R1's Attention**



**Touch**



**a. Antenna Violation  
b. Service Line Fault**

**View of Play Blocked**

The flags should be solid red in color and of a recommended size of approximately 12 inches by 12 inches to approximately 16 inches by 16 inches. The flag and hand grip should be securely affixed to the pole.

1. **Inbounds:** Point with the flag down and toward the middle of the court.
2. **Out-of-Bounds:** Raise the flag, arm extended.
3. **Obtaining First Referee's Attention:** Raise flag over head and wave to obtain the first referee's attention, when necessary.
4. **Touch:** Raise the flag to shoulder height in front of body and place the open palm of the other hand on top of the flag.
- 5a. **Ball Outside or Hitting Antenna:** Wave the flag over the head and point to the antenna.
- 5b. **Service Line Fault:** Wave the flag over the head and point the service area using index finger, extended arm shoulder height.
6. **View of Play Blocked:** Raise and cross both arms in front of the chest, palms facing the body.

**NOTE: Flags shall be used by line judges, unless determined by the state association to use hand signals.**

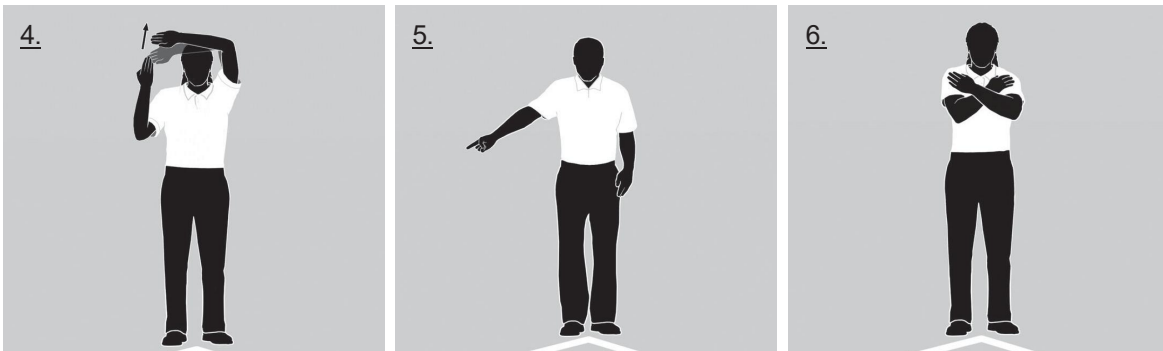
## LINE JUDGE SIGNALS USING HAND SIGNALS



**Obtain First Referee's Attention**

**Inbounds**

**Out-of-Bounds/ Antenna Violation**



**Touch**

**Line Violation/ Service Fault**

**View of Play Blocked**




1. **Obtaining First Referee's Attention:** Wave arm overhead to obtain the first referee's attention, when necessary. (1)
2. **Inbounds:** Arms extended in front of body, hands open (palms down) toward the floor area between the attack line and the net. (2)
3. **Out-of-Bounds/Antenna Violation:** Hold forearms in front of chest, hands open (fingers together) and palms toward face. (3)
4. **Ball Touched:** Hand on offending team's side held beside head, palm toward head, then brush upward across fingertips one time with other hand, palm forward. (4)
5. **Line Violation/Service Fault:** indicate the line where violation occurred by extending arm and pointing toward the line with the index finger. (5)
6. **View of Play Blocked:** Cross forearms in front of chest, palms facing the body. (6)

**NOTE: Flags shall be used by line judges, unless determined by the state association to use hand signals.**

The MOA designate study club #2 to be centered on mechanics training for volleyball. The MHSA Office wants each pool to design this study club related to mechanics in a way that allows their pool to get the most out of it.

 **OFFICIAL VOLLEYBALL SIGNALS**

PlayPic®

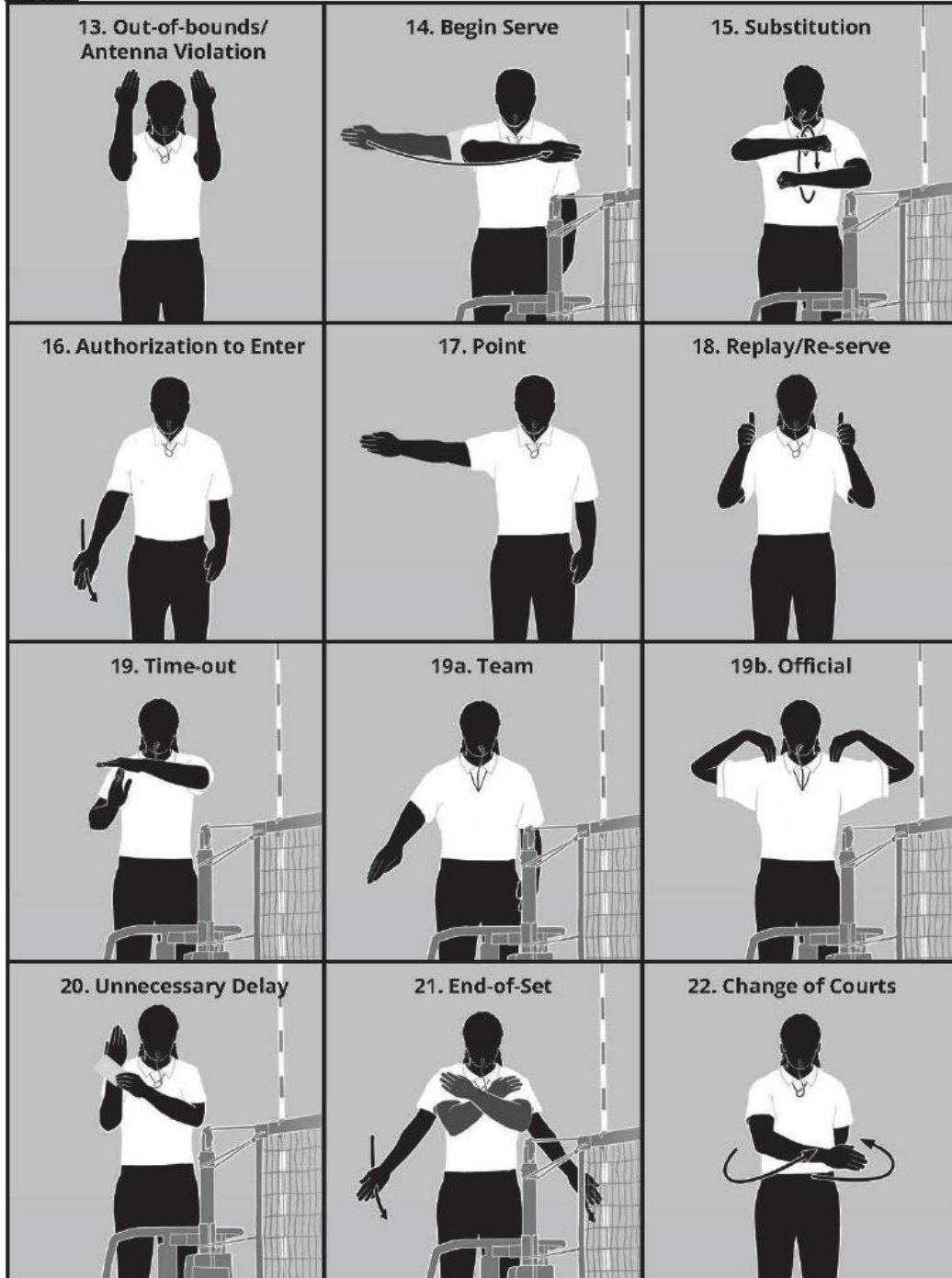
<b>1. Illegal Alignment/ Improper Server</b> 	<b>2. Line Violation</b> 	<b>3. Illegal Hit</b> 
<b>4. Delay of Service</b> 	<b>5. Over-the-net</b> 	<b>6. Net Fault or Net Serve</b> 
<b>7. Illegal Attack</b> 	<b>8. Illegal Block/Screening</b> 	<b>9. Ball Touched</b> 
<b>10. Four Hits</b> 	<b>11. Double Hit</b> 	<b>12. Ball Lands Inbounds</b> 

PlayPics courtesy of **REFEREE** ([www.referee.com](http://www.referee.com))



# OFFICIAL VOLLEYBALL SIGNALS

PlayPic®



PlayPics courtesy of **REFEREE** ([www.referee.com](http://www.referee.com))

- I. Take orally as a group the NFHS 2024-25 Volleyball Rules Examination – Part I. Discuss and clarify uncertainties with any questions on the exam by referring to the relevant rule(s) reference(s): This can be broken down into smaller chunks and covered in multiple meetings to allow more discussion.

Study Club Questions for MOA 2024-25

**See attached Test for MOA Volleyball Exam**

**OUTLINE MUST BE SIGNED BY ALL PRESENT AND SENT TO YOUR REGIONAL  
DIRECTOR BY DECEMBER 1, 2024.**

**MONTANA OFFICIALS' ASSOCIATION  
VOLLEYBALL STUDY CLUB OUTLINES  
2024-2025**

**LESSON #3**

NAME \_\_\_\_\_  
CLUB \_\_\_\_\_ DATE \_\_\_\_\_

Discuss and review with your pool.

## R1 & R2 Responsibilities

### Rules 5-4 & 5-5

This lesson will go over a few of the responsibilities of the R1 & R2

#### Prematch

1. How early should each referee be to the site of the match?
  - a. Both the first (R1) and second (R2) referee should be in uniform and at the site of the match no less than 30 minutes before the starting time.
2. Who examines the competition volleyball, inspects court markings, net supports, net antennas, first referee's stand, or other equipment?
  - a. R1; however, the R2 can assist the R1
3. Who measures the net height, establishes nonplayable areas, and defines any additional ground rules which may be necessary
  - a. R1; however, the R2 can assist the R1
4. Who reviews specific duties/responsibilities with line judges, the scorer, libero tracker, and timer?
  - a. The R1 reviews specific duties with the line judges. The R2 reviews specific duties with the scorer, the libero tracker, and the timer.
5. Who runs the prematch conference (including to verify with the head coach that all teammates are wearing legal uniforms/equipment and conducting the coin toss)?
  - a. R1

#### Play

6. Where should the R1 be positioned?
  - a. The R1 should be positioned on an elevated platform at the end of the net opposite the officials' table so that the R1's head is 2-3 feet above the net in order to have an unobstructed view of both playing areas of the court.
7. Where should the R2 be positioned?
  - a. The R2 should be positioned in a standing position on the floor opposite of the R1, outside the sideline boundary and back from the standard. At the moment of the serve, the R2 shall be standing away from the net on the side of the receiving team to view illegal alignment and illegal block or attack of the serve. During a live ball, the R2 should move quickly to the side of the net opposite the ball and focus on the play by both the offense and defense near the net.
8. When are some instances where the R1 whistles?
  - a. R1 whistles to direct only starting players to their end lines prior to the first set only; then again to direct them onto the court to begin play. The R1 also whistles for each serve and dead ball. The R1 may also whistle a warning at 45 second if the R2 is still checking the scoresheet. The R1 whistles and signals "end of set" and directs players to respective benches. Illegal alignment of the serving team, faults (double, back row, illegal hits)
9. When are some instances where the R2 whistles?
  - a. R2 whistles and gives signals for calls they initiate including time-outs, substitutions, ball out of bounds for an antenna fault on their side of the net, net faults, illegal alignment on the receiving team at the moment of the serve, and hand/foot faults at the center line.
10. Discuss the responsibilities of the R1 & R2 prior to a deciding set.

- a. The R1 whistles, signals end-of-set and directs the teams to their benches. The R2 double whistles and raises coin in the air to signal the captains to go near the officials' table for the deciding set coin toss. Home team calls the toss. Upon completion of the deciding set coin toss, the R2 communicates the result to the R1 by extending an outstretched arm on the side of the team to serve first and gives the appropriate signal indicating if teams will remain on their own sides or change courts. The R1 whistles and gives the appropriate signal indicating whether the teams will remain on their current sides or will change courts. The timer will begin the three-minute clock after this final signal
11. Who administers cards for misconduct by players, coaches, or team members?
  - a. R1. However, the R2 may notify the R1 of unsporting conduct violations by players, coaches or other team personnel.
12. Who is responsible for dealing with unsporting conduct of spectators?
  - a. When a spectator becomes unruly or interferes with the orderly progress of the set, the R1 shall suspend the set until host management resolves the situation and the set can proceed in an orderly manner. Additionally, in the absence of a designated school representative, the home head coach shall serve as the host management. (Rule 12-3)

## Red/Yellow Card Use (When and Why)

This lesson will go over a few situations where a yellow/red card may be administered. Please identify the appropriate card(s) and whether or not a penalty is assessed.

### Conduct

Note: Cards issued for unsporting conduct carry over from set to set throughout the match.

Please refer to the rule book and case book for R1 & R2 mechanics of administering yellow/red cards and disqualification for unsporting conduct violations.

1. At the end of warm-ups, players on a team go to their bench and remove their warm-up shirts to change into uniform tops  
**Answer:** An unsporting conduct yellow card assessed to the coach.
2. A coach repeatedly holds unauthorized conferences. The R1 administers a yellow card for the first offense. The coach continues to hold unauthorized conferences  
**Answer:** An unsporting conduct red card assessed to the coach and loss of rally/point awarded to opponent. Disqualification may be necessary if the unauthorized conferences persist beyond the yellow and red cards.
3. A coach repeatedly verbally abuses players.  
**Answer:** The R1 may administer a yellow card to the coach for unsporting conduct **OR** A red conduct with penalty of a loss of rally/point awarded to opponent if it is the first "serious" offense. If the conduct is deemed "flagrant" for the first offense, disqualification with penalty of a loss of rally/point awarded to opponent. If disqualified, offender is disqualified from further participation in match and may be removed from the vicinity of the team bench.
4. A player uses profanity directed toward a match official (R1, R2, scorer, timer, libero tracker, line judge) in response to a decision.  
**Answer:** The R1 may administer a yellow card to the player for unsporting conduct **OR** A red conduct with penalty of a loss of rally/point awarded to opponent if it is the first "serious" offense. If the conduct is deemed "flagrant" for the first offense, disqualification with penalty of a loss of rally/point awarded to opponent. If disqualified, offender is

disqualified from further participation in match and may be removed from the vicinity of the team bench.

5. The R1 and R2 cannot determine the specific offender(s) from the court or bench after profanity was directed towards a match official. How should this be handled?

**Answer:** The R1 will issue a warning (yellow card) or penalty (red card) to the head coach.

### **Unnecessary Delays**

Note: For repeated unnecessary delay violations in multiple sets, unsporting conduct may be issued by the R1.

Please refer to the case book for R1 & R2 mechanics of administering yellow/red cards for unnecessary delays.

6. A libero or replacement enters/exits the court outside the libero replacement zone for the second time in a set (a yellow card warning has already been issued).

**Answer:** The R1 will administer a red card and a loss of rally/point will be awarded to the opponent.

7. An illegal substitute attempts to enter the set.

**Answer:** For the first occurrence (in a set), the R1 will administer a yellow card with a warning and the sub is denied. For subsequent occurrences (in the same set), the R1 will administer a red card and a penalty of a loss of rally/point awarded to the opponent.

8. A team requests a time-out after taking allotted time-outs.

**Answer:** For the first occurrence (in a set), the R1 will administer a yellow card with a warning. For subsequent occurrences (in the same set), the R1 will administer a red card and a penalty of a loss of rally/point awarded to the opponent.

9. A substitute attempting to enter or when a player is in the set wearing illegal equipment/uniform.

**Answer:** For the first occurrence (in a set), the R1 will administer a yellow card with a warning and the illegal equipment/uniform must be made legal. For subsequent occurrences (in the same set), the R1 will administer a red card and a penalty of a loss of rally/point awarded to the opponent.

10. A delay returning to court after time-out, or delay caused by spillages during time-out.

**Answer:** For the first occurrence (in a set), the R1 will administer a yellow card with a warning. For subsequent occurrences (in the same set), the R1 will administer a red card and a penalty of a loss of rally/point awarded to the opponent.

**OUTLINE MUST BE SIGNED BY ALL PRESENT AND SENT TO YOUR REGIONAL DIRECTOR BY  
DECEMBER 1, 2025.**

**MONTANA OFFICIALS' ASSOCIATION  
VOLLEYBALL STUDY CLUB OUTLINES  
2025-26  
LESSON #4**

NAME \_\_\_\_\_

CLUB \_\_\_\_\_ DATE \_\_\_\_\_

Click on the link below go through PowerPoint then discuss and review with your pool. There are slides that you will have to click play to hear the audio portion of that slide

[Rule Clarification PowerPoint](#)

**OUTLINE MUST BE SIGNED BY ALL PRESENT AND SENT TO YOUR REGIONAL DIRECTOR BY  
DECEMBER 1, 2025**

**MONTANA OFFICIALS' ASSOCIATION  
VOLLEYBALL STUDY CLUB OUTLINES  
2025-26  
LESSON #5**

NAME \_\_\_\_\_

CLUB \_\_\_\_\_ DATE \_\_\_\_\_

Click on the links below go through PowerPoint then discuss and review with your pool. There are slides that you will have to click play to hear the audio portion of those slides.

[Mechanics PowerPoint](#)

[Serve Mechanic PowerPoint](#)

[Time-out Mechanics](#)

**OUTLINE MUST BE SIGNED BY ALL PRESENT AND SENT TO YOUR REGIONAL DIRECTOR BY  
DECEMBER 1, 202**

**MONTANA OFFICIALS ASSOCIATION  
VOLLEYBALL STUDY CLUB OUTLINES  
2025-2026  
LESSON # 6**

NAME \_\_\_\_\_

CLUB \_\_\_\_\_ DATE \_\_\_\_\_

Review Your Group's Season

- a. **What issues does your group believe are important universal issues that need to be addressed by all officials' pools throughout the state? If possible have your pool develop a study club that can be used next year.** Please send these items to Norma Stene MHSAs Volleyball Rules Interpreter or Kip Ryan at the MHSAs office so they may possibly be included for rules clinics and for study clubs.
- b. Discuss potential MOA Hall of Fame candidates in your area. Application forms are available from your regional director, on the MHSAs webpage at [www.mhsa.org](http://www.mhsa.org) under the MOA Tab.
- c. Discuss your methods of evaluating and retaining fellow MOA members. Are the methods working properly and positively? Should you start a method if you're not evaluating at the present time? ***These evaluation procedures are especially important to review and discuss because of the process for selecting tournament officials and because the rankings/ratings of each pool are used to help determine selection.***  
  
Do these methods work for "upgrading"? Are they fair to all of your levels? Are you allowing anybody to upgrade? Are your methods for not allowing an upgrade fair?
- d. For everyone's benefit, review dues deadlines and upgrading procedures/requirements. Be aware of the importance of notifying the MOA office of address changes. Know the "dues due" date.
- e. You have an obligation to read the MOA Handbook. All officials should be aware of the governing body's rules and regulations. Any changes you'd like to see should be directed to your regional director for the meeting in December.
- f. The NFHS rule change proposals if any by your pool is due by November 15. The Federation has implemented a new electronic proposal form (all new rule proposals should be submitted electronically to NFHS <http://www.nfhs.org/rulechangeproposal>)
- g. Be sure to submit your rule change proposals earlier, so MHSAs can look those over and have the suggested rule change OK by the deadline. The Federation will not accept any proposal after the deadline.
- h. Take time to discuss your pool's assignment practices. Is your method fair to all involved? What areas may need some improvement or change in relation to assignment of officials?
- i. Are there any items, issues, clarifications that possibly would benefit all officials by putting it in our official's publication, The Official Word?

**OUTLINES MUST BE SIGNED BY ALL PRESENT AND SENT TO YOUR REGIONAL DIRECTOR BY  
DECEMBER 1, 2025.**